

**Yarnell Regional Community Center
Board of Directors Meeting
July 10, 2018**

Board Members Present: Leah Tidey, Joyce Dennison, Michelle Jacobson, Frances Lechner, Steve Spense, Phyllis Billeter, Rebecca Wilks.

Board Members Absent: none

Staff Present: Mike Dixon

SAA's Present - Margaret Page (Congress)

SAA's Absent - Glenda and Mac McBryer, Barbara Coleman (Wilhoit), Jeri Lea (North Ranch)

Guests - none

Meeting was called to order at 2:30pm by Michelle Jacobson, President

Minutes of June 12, 2018 - Motion to approve by Frances, 2nd by Joyce.

Reports

Treasurer's Report - In file. Total in the bank \$18,625. Motion to approve 1 Steve, 2 Frances. (Frances working on new insurance company. Received grant money from ACF; have approval to use for new walk-in cooler but may use Sunland proposal instead.)

Executive Director Report - In file and available to all at the meeting for details.

Additional notes - sidewalk sale very successful. Margaret has a tablet to donate to accept Square for credit card purchases; Joyce also has one to donate. Both/either by Friday 7/13. Decision by Board was to go with the Sunland proposal for the walk-in cooler. New menu board - to use solar lights for night lighting to start and maybe install electric for later. NACOG open house is Flagstaff location. Mike to attend to meet the new personnel and ensure he is doing things correctly at the YRCC. Move the next Board meeting to August 15th at 9am so Mike can attend and let the Board know what he learned from the NACOG open house. Joan needs more information on what to request for grant monies. Michelle and Mike to meet with her on Thursday. Board to supply her with a wish list and if we have contacts to let her know we are contacting them and when we receive things from

our contacts so that she can take that "wish list" item off her grant requests. We need to be very clear on what we need and when we need it and if we have received it.

Committee Reports

Fundraising: Country Fair - Phyllis to share all documents with Board - money requests, sponsors, flyers, spreadsheet of requests (so no duplicates). End of July is target date for sponsor requests and to get information on the website and for volunteers needed. We already have one donation for the Country Fair. Need to get flyers out and have a stash of Country Fair info and flyers located at the YRCC for Board and SAA's to grab. Do an EDDmailing?

Network for Common Good - Frances to do a mailing to raise money for the new walk-in cooler. Money spent and maybe we can get some re-imburement as we are going forward with the purchase of the walk-in from Sunland.

Executive: We are still in need of SAA's from Kirkland. Michelle contacted Diane Hussen but no response. Leah to follow-up because she sort of knows Diane.

Outreach: SAA's - Glenda wanted to know what the Board wants on the Memory Quilt? Michelle responded name, date, no picture. Michelle will get Glenda a few names and information to get started.

Margaret picked up newsletters for the Library and Clinic. Would still like more for other areas. Nichols West responded that they would sponsor the newsletter as did B&B Auto (but in the winter months).

Club Yarnell: August events in the planning. Women's Accessory Exchange. Reiki with Margaret. Maybe some repeat successes in the fall. Need to be more careful about putting peoples faces on Facebook or YouTube without permission.

Development Coordinator

See e-mail in file

BUSINESS

E&O Insurance: Mike has filed all the paperwork.

Thrift Store: Mike working on job description for Store Consultant; short term position to help set up specific procedures for all volunteers to follow and set up some cohesive structures. Post the position in the Yellow Sheet and Newsletter.

Web: Feedback to Mike on new website given. The old website is not functioning any more. Mike to start working on new website tomorrow to get it up and running. Put update in the Yellow Sheet and Newsletter that old website is not working, and new website is under construction but will be functional shortly.

Board Retreat: Get your board assessment surveys to Michelle ASAP.

"Nourishing bodies...": We could trademark but do we want to? It is already in use by a large corporation. Decision was to not try to trademark.

YRCC T-Shirts: Samples are on the way. How to price? When have some to sell advertise in Yellow Sheet and Newsletter.

OLD BUSINESS

Thank You's: Joan will send official "thank you" and Michelle will send a personal "thank you" from the YRCC. Joan has the database and we all need to be able access it and keep up with.

Procedure Manual: Joan has a table of contents. Rebecca is reviewing. She/Board as a whole will do a "rolling" review of each section as she reviews, versus the whole manual at one time. Once approved there will be a three-year approval cycle. Joan will not do anymore work on the Manual. Use Alliance for Non-Profits and Bert in Prescott as resource information.

Communication/Newsletter subsidizing: See above SAA Congress report.

SCSEP - to our advantage to hire people of a certain age.

Noted - next meeting is August 15 at 9am at the YRCC

Adjourned at 4:10 by Frances and 2nd Steve.